

## SUBDIVISION COMMITTEE REPORT

June 5, 2019

### FIRST MISSIONARY BAPTIST CHURCH OF SANTA ROSA PARSONAGE

#### *Project Description*

The FMBP of Santa Rosa Parsonage project (Project) involves a Waiver of Parcel Map and subsequent Certificate of Compliance to subdivide an approximately 1.18-acre residential parcel into two residential parcels sized 1.02 and 0.16 acres located at 375 Calistoga Road. The subject site is improved land that includes an existing church.

LOCATION.....375 Calistoga (Single-Family  
Residential Address is To Be  
Determined)

APN.....183-400-0046

GENERAL PLAN LAND USE.....Low Density Residential

#### ZONE CLASSIFICATION

EXISTING .....R-1-6 (Residential)

PROPOSED.....R-1-6 (Residential)

OWNER/APPLICANT .....Bill Barron

ADDRESS.....18462 Deer Hill Road  
Hidden Valley, CA 95407

ENGINEER/SURVEYOR .....Robert Huffman

ADDRESS.....537 College Avenue, Santa Rosa

REPRESENTATIVE .....Bill Baron

ADDRESS.....18462 Deer Hill Road  
Hidden Valley, CA 95407

FILE NUMBER .....CC18-008

CASE PLANNER .....Adam Ross, City Planner

PROJECT ENGINEER.....Jesus McKeag, City Engineer

PLANNING COMMISSION REP... Karen Weeks

## ***Background***

The proposal before the Subdivision Committee includes a Parcel Map Waiver and subsequent Certificate of Compliance for subdivision of a 1.18-acre parcel located at 375 Calistoga Road. According to City of Santa Rosa Geographic Information Services (GIS), the subject site was built in 1966 as an approximately 4,008-square-foot one-story church with a surface parking lot. The site is bounded by Calistoga Road to the east, and Garfield Park Avenue to the west. The parcel division will create two lots, one for the proposed single-family residential unit with access off of Garfield Park Avenue, and the other will include the church and the surface lot as its own parcel.

Subdivision of the site will result in Lot 1 containing 1.16-acres and Lot 2 containing 0.16-acres.

The applicant seeks a Parcel Map Waiver and subsequent Certificate of Compliance to subdivide the parcel as described in Attachment 3 – Site Plan Exhibit for Certificate of Compliance. As allowed by Section 66428(b) of the Subdivision Map Act and Section 19-16.030 of the Santa Rosa City Code, a waiver of a Parcel Map and subsequent Certificate of Compliance would legally recognize two parcels, as shown on the attached Certificate of Compliance exhibit. The project includes a single-family residence to be built on the 0.16-acre parcel with no additional development or changes proposed for the church.

The project is categorically exempt from CEQA per section 15315, Minor Land Division, and a Class 3 Exemption under Section 15303 New Construction because the property proposes a single-family dwelling, is in an urbanized area, zoned for residential, is being divided into four or fewer parcels, is in conformance with the General Plan and zoning and no variances or exceptions are required.

## **Conditions of Approval**

The following summary constitutes the recommended conditions of approval on the subject application/development based on plans stamped received September 27, 2018.

- I. Developer's engineer shall obtain the current City Design and Construction Standards and the Engineering Development Services Department's Standard Conditions of Approval dated August 27, 2008 and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.
- II. Developer's engineer shall comply with all requirements of the City Storm Water Low Impact Development Technical Design Manual in effect at the time this application was deemed complete.

- III. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the Site Plan stamped received 8/27/18:

#### **PUBLIC EASEMENT DEDICATION**

1. Prior to recordation of Conditional Certificates of Compliance for the resulting parcels the following shall be dedicated by separate instrument;
  - a. a public utilities easement starting at the property line and ending 7-feet from the back of sidewalk.
  - b. a sidewalk easement to contain any sidewalk installed outside of current City Right-of-Way plus 6-inches behind the back of sidewalk *if installation of new sidewalk is required or if any area of existing sidewalk is currently outside of City Right-of-Way.*
  - c. Any other public easements for water or drainage as determined during the review of Encroachment Permit or during the plan check phase of the Conditional Certificates of Compliance.

#### **MAPPING AND PRIVATE EASEMENT DEDICATION**

2. All Conditional Certificates of Compliance shall comply with all currently adopted ordinances, resolutions, and policies of the City of Santa Rosa and the State Subdivision Map Act.
3. All costs associated with Conditional Certificates of Compliance, plan, easement, plat, legal description, and/or support document preparation shall be the sole responsibility of the developer.
4. Prior to recordation of Conditional Certificates of Compliance for the resulting parcels all public and common infrastructure conditioned in the subdivision committee report for the parcel map waiver shall be installed to the satisfaction of the City Engineer. To the extent that this results in the need for private joint maintenance agreements or CC&Rs these shall be included with the plan review submittal. Any private joint maintenance agreements or CC&Rs shall be recorded by separate instrument to the satisfaction of the City Engineer.
5. Prior to recordation of Conditional Certificates of Compliance, any needed private easement between the resulting parcels (including but is not limited to cross lot drainage, egress and parking easements) as determined during the plan review shall be recorded by separate instrument as private Covenants of Easement to the satisfaction of the City Engineer. Conformed copies shall be provided to the Planning & Economic Development Department.

#### **PUBLIC STREET IMPROVEMENTS**

6. The driveway aprons for each resulting lot shall meet the current applicable City Standard as per width and longitudinal slope of depression between

flares and must have a minimum 4-foot wide sidewalk with ADA compliant longitudinal and cross slope for any installed newly sidewalk.

If this requires installation of a new driveway apron, it shall be per the appropriate City Standard; 250 B for residential and 250 A, C or D for Commercial uses.

If this requires installation of new sidewalk, it shall be per the appropriate City Standard; 235 for scoring, etc., 237 for replacement of existing sidewalk, and 231 for wrapping sidewalk around the back of a new driveway apron if needed. If City Standard 231 is required a sidewalk easement to contain the sidewalk will be required.

7. An Encroachment Permit must be obtained from Engineering Development Services of the Planning and Economic Development Department prior to beginning any sewer, water, or storm drain work, or installation of sidewalk or driveway aprons within the public Right-of-Way or located within existing or proposed public easements.

At the discretion of the City Engineer, an Encroachment Permit may be issued for the installation of sidewalk or driveway aprons within the public Right-of-Way or easements either existing or required as dedications to contain certain infrastructure as part of this subdivision of land.

If this work is not done prior to the recordation of the Conditional Certificates of Compliance, they will be conditions of said Conditional Certificates of Compliance.

8. Existing streets being cut by new services will require edge grinding per City Standard 209, in addition to trenching and an asphalt concrete overlay both per Standard 215.
9. New services (electrical, telephone, cable or conduit) to new structures shall be underground.

## **STORM DRAINAGE**

10. Drainage facilities and drainage easements, if required, shall be provided to the satisfaction of the City Engineer or the Chief Engineer of the Sonoma County Water Agency at the developer's expense.
11. The design of all onsite drainage shall be to the satisfaction of the Chief Building Official.

## **GRADING** (from Building Memo dated October 15, 2018)

12. The applicant will need to provide verification that the existing wall of the church proposed to be 5-feet from the new property line complies with

building code fire separation distance requirements (or can be modified to comply). If the church's wall needs to be modified, the modification building permit work must be finished prior to subdivision document recordation.

13. The minimum fire separation distance from property line for the new dwelling is 3-feet based on the dwelling being fire sprinklered. The proposed property line between the two buildings could be shifted 2-feet away from the church and still meet building code requirements.
14. Provide verification prior to subdivision document recordation that the buildings comply with minimum fire separation distances from the proposed property line.

## **WATER AND WASTEWATER**

15. Water and sewer easements, if required, shall be provided to the satisfaction of the City Engineer at the developer's expense.
16. All sewer laterals, water services, backflow devices, domestic and irrigation meters, etc. shall be installed to current City Standards to the satisfaction of the City Engineer under an Encroachment Permit.

At the discretion of the City Engineer, an Encroachment Permit may be issued for the installation of sewer laterals, water services, backflow devices, domestic and irrigation meters, etc. within the public Right-of-Way or easements either existing or required as dedications to contain certain infrastructure as part of this subdivision of land.

If this work is not done prior to the recordation of the Conditional Certificates of Compliance, they will be conditions of said Conditional Certificates of Compliance.

17. This project is subject to the latest fees in effect at the time of connection or Building Permit issuance.

## **FIRE DEPARTMENT MEMORANDUM (Dated October 17, 2018)**

The request is a parcel map waiver to subdivide a 1.18-acre parcel into two lots measuring 0.16-acres, respectively. No development, grading, or deep excavation is proposed.

The Fire department has **no comments** on this application based on the description.

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## **Public Hearing**

The public hearing was opened by Planning Commission Vice Chair Weeks.

Adam Ross, project planner, reviewed staff report and recommendation for approval of the subject Parcel Map.

Jesus McKeag, project engineer, reviewed Parcel Map Conditions of Approval.

Matt Davis, applicant Representative, provided project background.

Following discussion and there being no public comment requests, the public hearing was closed.

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The Subdivision Committee of the City of Santa Rosa, based upon the evidence presented and the records herein, hereby determines that the proposed Waiver of a Parcel Map Waiver and subsequent Certificate of Compliance for the FMBC of Santa Rosa Parsonage, as hereinafter conditioned, complies with the requirements of Chapter 19 of the Santa Rosa City Code and the California Subdivision Map Act, based upon the following findings:

- The proposed lot split is consistent with the Santa Rosa General Plan 2035. The area is within an area designated by the General Plan as Low-Density Residential and can adequately accommodate residential uses. Sites with the Low-Density Residential Land Use designation generally serve detached single-family dwellings but attached single-family and multiple-family dwellings may be permitted. One of the two parcels that would be created by the subject lot split is already developed, while the other would accommodate a new single-family detached dwelling, which is consistent with the General Plan.
- The site is physically suitable for the proposed lot split in that the parcels are of a shape and size and have topographical characteristics which easily lend themselves to the approved R-1-6 uses.
- The site is physically suitable for the existing intensity of the development in that it will accommodate the parcels as shown on the proposed exhibit map.
- Neither the design of the proposed lot split nor the improvements will cause substantial environmental damage or will substantially and avoidably injure fish or wildlife habitat. The Subdivision Committee has determined that the proposed lot split would create no adverse environmental effects including those described above.
- Neither the design of the lot split nor the type of improvements as proposed is likely to cause serious health problems in that no health or sanitary problems exist on the site or in the area of the site and the City can provide adequate water and sewer services to the properties.
- Neither the design of the proposed lot split nor the type of improvements, as proposed, will conflict with easements, acquired by the public at large, for access through, or use of, any property within or around the proposed subdivision. The Subdivision Committee, after review, has determined that no such easements exist.

- The properties resulting from the proposed lot split will not discharge waste into the City's sewer system that would result in violation of any requirements prescribed by the California Regional Water Quality Control Board.
- The project has been found in compliance with the California Environmental Quality Act (CEQA). The lot split qualifies as a Class 3 Exemption under Section 15303 New Construction and a Class 15 Exemption under Section 15315 Minor Land Divisions in that the subdivision creates a new single-family home on a property in an urbanized area zoned for residential use and is in conformance with the General Plan.

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The Subdivision Committee is a subordinate agency of the Santa Rosa Planning Commission and is empowered to act on behalf of the Planning Commission. All actions by the Subdivision Committee must be by unanimous vote or the matter under consideration is automatically referred to the Planning Commission.

### ***Action***

\_\_\_ Approval with conditions as set forth in this report.

\_\_\_ Denial - Major Reasons:

\_\_\_ Continuance.

### Vote

<u>Name</u>	<u>Aye</u>	<u>No</u>	<u>Continue</u>
<u>Karen Weeks</u>	___	___	
<u>Jesus McKeag</u>	___	___	
<u>Adam Ross</u>	___	___	

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CLARE HARTMAN, Deputy Director of Planning  
Planning and Economic Development